

# The Leeds D&I Project

Enhancing performance through diversity and inclusion

Reflection and evaluation

Conducting reflective workshops

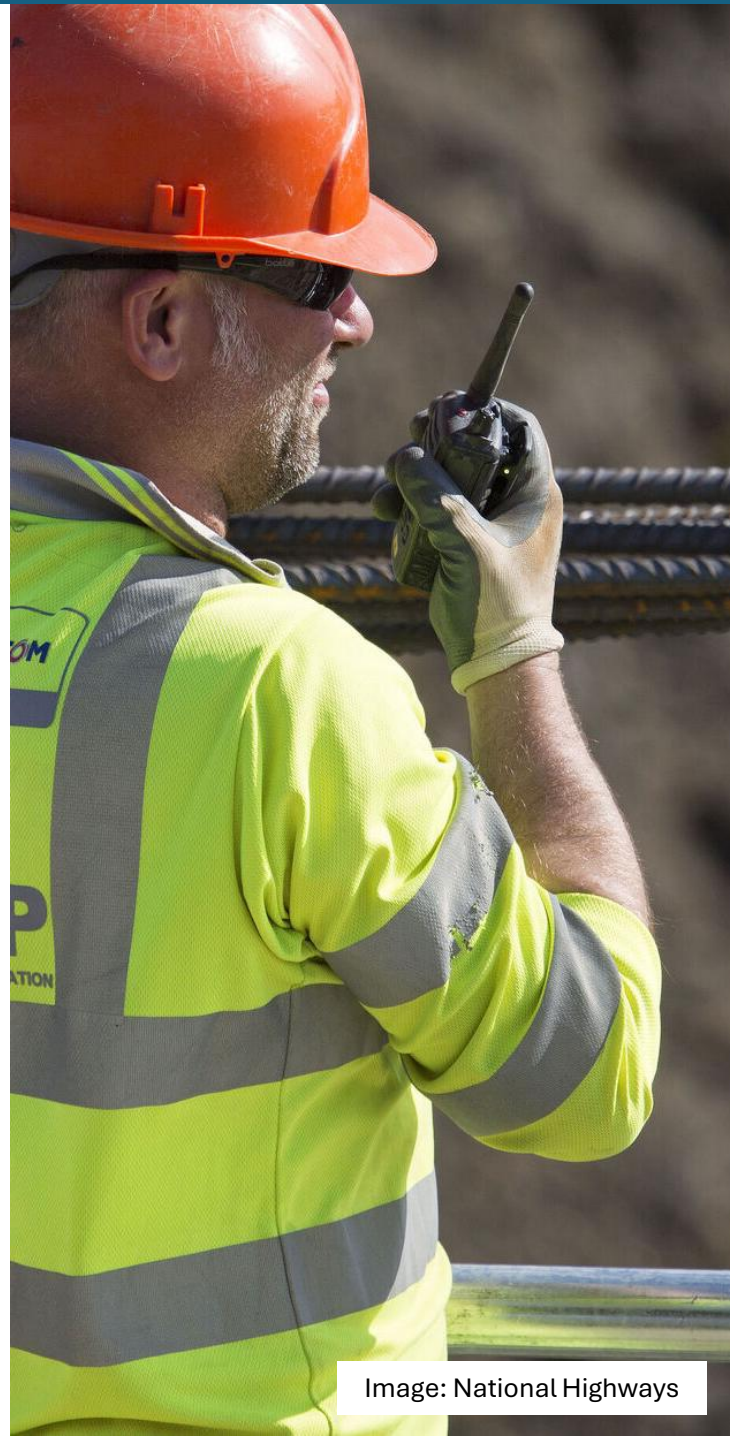


Image: National Highways



## Purpose and approach

Constant reflection and evaluation are critical to the success of inclusion strategies. Workshops offer an effective option for understanding how current policies are perceived on a scheme from multiple different perspectives. This allows us, as diversity professionals, to identify any challenges, successes, and opportunities. The information gained from focus groups can then be used to refine and amend ongoing inclusion efforts.

This document provides a brief topic framework for conducting reflective workshops. They are designed to be conversational; emphasis should be placed on employees' perspectives, and they should be encouraged to converse naturally rather than simply answering questions.

Workshops should last around two hours and be open to anyone working on the scheme. We recommend they are run biannually to provide constant insight into current inclusion strategies.

## **Workshop structure and introduction.**

Welcome the group and explain the goal of the workshop: to provide insight into engagement with current inclusion efforts, specific successes and any challenges faced to strengthen our strategy. Split the room into groups and give them twenty minutes to discuss each topic in depth before presenting their thoughts back to the group. Give time and space for an entire group discussion.

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### **Topic 1: Understanding and awareness**

1. How familiar are you with our inclusion strategy over the past six months?
  2. What do you think the scheme means by inclusion?
  3. Do you feel our new policies are clearly communicated and accessible to everyone?
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### **Topic 2: Personal experiences**

4. Do you believe current policies support diversity and inclusion?
  5. Have the current policies made any changes to the culture of the scheme over the past six months?
  6. How have inclusion policies impacted your day-to-day experiences over the past six months?
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### **Topic 3: Effectiveness and gaps**

7. Which aspects of the current strategy do you think are working well?
  8. Do you think anything is missing from our current strategy?
  9. What barriers still exist in creating an inclusive environment?
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### **Topic 4: Suggestions and improvements**

10. What changes would you suggest to make the policies more impactful?
  11. Do you feel there is enough accountability when expectations of inclusion aren't met?
  12. What role do you think we, as employees, play in shaping the strategy moving forward?
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### **Final questions and ending the workshop**

Thank everyone for taking the time out of their day to speak with us. Give space for employees to ask any questions or include anything that we may have missed.



Image: National Highways

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## Enhancing performance through diversity and inclusion

If you have found this toolkit useful or would like further information about the collaborative project between the University of Leeds and National Highways, then please contact [Dr Jack Daly](#) or visit our [website](#).

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### About CERIC

The Centre for Employment Relations, Innovation and Change (CERIC) is home to researchers who contribute through high quality research, teaching and knowledge transfer to contemporary national and international debates around the changing dynamics and future of work, employment and labour markets.

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The research underpinning this Roadmap was commissioned by National Highways (2021 – 2025)

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